

Guide for Registered Meal Vendors

Child and Adult Care Food Program And Summer Food Service Program

Nevada Department of Education
Office of Child Nutrition and School Health
9890 S. Maryland Parkway, Suite 221 Room 224
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Dear Meal Vendor:

The purpose of this guide is to explain how you can become a registered Child and Adult Care Food Program (CACFP) and/or Summer Food Service Program (SFSP) meal vendor/caterer and to outline the responsibilities. For the rest of this guide, meal vendor/caterer will be referred to as "vendor".

The CACFP and SFSP are Federal programs that provide healthy meals and snacks to children receiving care. They play a vital role in improving the quality of child care.

The Office of Child Nutrition and School Health is required to ensure that participating child care centers and other CACFP/SFSP sponsors and vendors comply with State and Federal procurement standards and applicable program regulations.

Please take a few minutes to review this guide for applying to become a registered vendor with the CACFP and/or SFSP. If you would like additional information, please write or call or visit our website:

Nevada Department of Education Office of Child Nutrition and School Health 9890 S. Maryland Parkway, Suite 221 Room 224 Las Vegas, NV 89183-7168 Phone: (702) 486-6472

Fax: (702) 486-6474

http://www.doe.nv.gov/edteam/ndeoffices/schoolhealth/meal_vendors.html

Thank you for your interest in Nevada's children.

Sincerely,

Donnell Barton, Director
Office of Child Nutrition and School Health

Table of Contents

Page
Vendor Registration Process 3
Reimbursement Rates 4
$\frac{\text{http://www.fns.usda.gov/cnd/care/ProgramBasics/Rates/ReimbursementRates_\textit{Cu}}{\text{rrent.htm}}$
http://www.fns.usda.gov/cnd/Summer/ReimbursementRates/Simplified_reimburse_rates_current.html
Vended Meal Contracts 5-6
 CACFP Meal Patterns for Children, Infants, Adults http://www.fns.usda.gov/cnd/Care/ProgramBasics/Meals/Meal_Patterns.htm SFSP Meal Pattern http://www.fns.usda.gov/cnd/Summer/Administration/meal_patterns.html Child Care Recipes http://www.nfsmi.org/Information/cc_recipe_index_alpha.htm Menus for Child Care http://www.nfsmi.org/documentLibraryFiles/PDF/20080829105255.pdf http://www.nfsmi.org/documentLibraryFiles/PDF/20090108103242.pdf USDA Food Buying Guide (Call the Nevada Department of Education at (702) 486-6472 for a copy.
Attachments: 1. CACFP Vended Meal Contract 2. SFSP Vended Meal Contract 3. Sample Renewal Contract 4. Grain/Breads Requirement for CACFP 5. Menu Ideas for "Boxed Lunches"

Vendor Registration Process

- 1. The following items **must** be submitted to the Office of Child Nutrition and School Health for a vendor to become registered and included on the CACFP and/or SFSP Registered Vendor list:
 - a) Completed application for registration as a meal vendor/caterer
 - b) Copy of current license to operate a food service facility
 - c) Copy of current food service inspection report from regulatory agency
- 2. Upon receipt of the above items, the caterer's name will be included on the Office of Child Nutrition and School Health Registered Meal Vendor List.
- 3. To maintain registration status, vendors are required to annually submit items be and c identified above, under item number one. Vendors must also perform their responsibilities as outlined in their contract with the CACFP/SFSP sponsor.
- 4. Vendors must remain in compliance with Nevada Administrative Code, chapter 446 and Federal Regulations CFR Parts 225, 226, 3015, 3016, and 3019. Contact the Office of Child Nutrition and School Health for more information.

Reimbursement Rates

CACFP payments are based on the type of meal served and the child's eligibility for free, reduced-price, or paid meals, while shelters and afterschool snack care programs in low income areas are reimbursed at the free rate.

Blended Rate Reimbursement Ranges through June 30, 2010

Type of meal served	Free	Reduced-Price	Non-Needy
Breakfast	1.46	1.16	0.26
Lunch or Supper	2.68	2.28	0.25
Supplement (Snack)	0.74	0.37	0.06

SFSP

Summer and school track break feeding program's rates of reimbursement are below:

Reimbursement rates through December 2010

Reimbursement Rates for Different Types of Sites

Type of Meal	Self-Preparation or Rural	Other Types of Sites
	Sites	(Vended - Urban)
Breakfast	1.8475	1.8125
Lunch or supper	3.2475	3.1950
Supplement (Snack)	0.7625	0.7450

VENDED MEAL CONTRACTS

VENDED MEAL CONTRACTS

The CACFP vended meal contract (Attachment 1) or the SFSP vended meal contract (Attachment 2) must be completed for all vendors providing meals to sponsors.

FORMAL BID PROCESS

A sponsor of the CACFP or SFSP may be required to follow a formal bid process procedure, before selecting a meal vendor/caterer. The type of institution, determines a monetary threshold for securing a formal contract. A formal contract is a competitive method of an advertised invitation to bid. The threshold is set at \$50,000 unless a lower threshold is established by the institution.

The formal bid process is made up of several steps. Step one is a public advertisement of the invitation to bid. The sponsor will prepare a "bid package" as step two, of documents to be picked up by vendors registered in Nevada for completion and submission as a "sealed" bid, on a defined date. Step three is the bid opening procedure. Step four is the bid contract award. See attachment 1 for the CACFP vended meal contract and attachment 2 for the SFSP vended meal contract.

After the bid has been awarded, all bids submitted are considered public information and may be viewed by appointment.

SMALL PURCHASE PROCEDURE

If the CACFP/SFSP sponsor has not met the threshold for a formal bid contract, a CACFP or SFSP contract may be implemented as a non-competitive means by requesting price quotes from vendors registered in Nevada.

RENEWAL PROCESS FOR CONTRACTS

After the first year, if the sponsor or the vendor desires to renew their contract, a Renewal Contract must be used. Original contracts may only be renewed for 2 additional one-year periods for non-profit and for-profit institutions. Public/military institutions must comply with their governing authority's renewal requirements for vendor contracts. The original contract should not lapse, before a renewal contract is in place. For example, if the original contract ending date is September 30, 2008, your contract renewal date begins October 1, 2008. If the current contract has expired, the formal bid process must be followed. See attachment 2 for a sample renewal contract.

Attachment 1

Child and Adult Care Food Program Vended Meal Contract

The purpose of this contract is to provide meals by the Contractor to the Contractee's facilities in accordance with the Child and Adult Care Food Program (CACFP) Regulations, Part 226. The Contractor must be registered and pre-approved by the Nevada Department of Education.

This is a Contract between:

		Contractee (CA	ACFP Institution)		Contractor (School	or Company)
Inst	. Or Company					
Add	lress					
City	and Zip					
Tele	ephone					
Con	ntact Person					
This	s contract covers the p	period beginning		and ending	7	(not to exceed one year).
The 1. 2.	226.20 of the CACF The Contractor will	er this contract b FP Regulations [2 prepare the num	y the Contractor must 226.6(i)(10)].		•	emponents as required in Part at the following prices per
	meal: *(Contractee	completes)				
	Me		w/Milk w/	out Milk	Cost Per Meal	_
		eakfast			\$	_
		ack AM			_ \$	_
		nch			\$	_
		ack PM			\$	_
	Suj	pper			\$	<u> </u>
	(#of daily meals) X	(#days served an	nnually) X (rate per me	eals) = Annual to	otal cost of all meals	\$
	The unit prices subr	mitted are based of	on the cycle menus at	tached, which be	ecome a part of this c	ontract.
3.	The Contractee mus	st provide menus	to the Contractor on a		basis if no cycle r	menus are used; if cycle menus
	are used, they must	be furnished mor	nthly or as the cycle ru	ins [226.6(i)(4)].	_	
4.	Meals will be delive	ered	(unitized	d/bulk) *	(inc	lusive/exclusive) of milk on a
	daily basis to the sit	es listed on Attac	chment A, which is a p	part of this contra	ct [226.6(i)(1)].	
5.	The Contractor agree	es to package an	d deliver meals in cor	ntainers that meet	local health standard	ds. The Contractor assures that i

- 5. The Contractor agrees to package and deliver meals in containers that meet local health standards. The Contractor assures that it has Federal, State or local health certification at the preparation facility and assures that health and sanitation requirements will be met at all times. If requested, the Contractor agrees to provide meals for periodic inspection to determine bacteria levels and results shall be submitted to the Contractee and State agency [226.6(i)(3)].
- 6. If this contract is for an Outside School Hours facility, the meals MUST BE UNITIZED, unless the State agency determines that unitization would impair the effectiveness of the food service operations [226.6(i)(11)].

NV Dept of Educ
CACFP Food Service Contract
7/07
Page 2

7.	Attachment 1 The Contractor agrees to utilize any Federally donated commodities received by the Contractee only for the food service program of the Contractee.								
8.	Any changes in approved sites will be made by the Contractee not less than * days prior to the day of delivery of the meals. The Contractee reserves the right to increase or decrease the number of meals ordered on a * hour notice or less if mutually agreed upon between the parties to this contract [226.6(i)(9)].								
9.	The Contractor shall attach a ticket with each delivery specifying the quantity of meals, by type, (breakfast, lunch, supplement, supper) that are provided. The Contractor will present an invoice and delivery receipts within * working days following the end of the preceding month for meals delivered. The Contractee will submit payment to the Contractor within * days of receipt of the invoice.								
10.	The Contractor may not subcontract any portion of this contra	act.							
11.	The Contractor must maintain all records supported by invoi CACFP responsibilities [226.6(i)(5)].	ces, receipts, or other evidence the Contractee may need to m	neet its						
12.	The books and records pertaining to the Contractor's and Contractee's service operation shall be available for inspection and/or audit by representatives of the State agency; USDA, Food and Consumer Service; the U.S. General Accounting Office; and USDA, Office of the Inspector General, at any reasonable time and place. These records must be retained for a period of three years from the date of receipt of final payment under this contract, or in cases where an audit remains unresolved, until such time as the audit is resolved [226.6(i)(5)].								
13.	The Contractor agrees to operate in accordance with current I	Program Regulations [226.6(i)(6)].							
14.	The Contractee will not pay for meals that are delivered beyond the agreed upon delivery time, that are spoiled or unwholesome, that do not meet meals requirements as set forth herein, or that have been disallowed for reimbursement by State agency or Federal Reviewers [226.6(i)(7) and (8)].								
15.	5. Termination : The Contractee reserves the right to terminate this contract if the Contractor fails to comply with any of the requirements of this contract. The Contractee shall notify the Contractor of specific instances of noncompliance in writing. In instances where the Contractor has been notified of noncompliance with the terms of the contract and has not taken immediate corrective action, the Contractee shall have the right, upon written notice, of the immediate termination of the contract and the Contractor shall be liable for any damages incurred by the Contractee. The contract may be terminated by either party upon submission to the other party of written notice at least 30 days prior to the date of termination. A copy of the termination letter must be sent to the State Agency.								
16.	6. If this contract has an aggregate value in excess of \$50,000, the attached Addendum "A" becomes a part of this contract by reference. For further provisions, refer to Sections 226.21 and 226.22 of the CACFP Code of Federal Regulations.								
Con	tractee (CACFP Institution)	Contractor (School or Company)							
Auth	Authorized Representative's Name (Typed) Authorized Representative's Name (Typed)								
Autl	Authorized Representative's Signature Authorized Representative's Signature								
Offi	cial Title Date Signed	Official Title Date S	Signed						
CIII	oral rate Date Digited	Circuit Title Date k	-1511CU						

Attachment 1

Type of Meals, Number of Meals, and Delivery Time

		ıkfast		Snack		unch	PM :	Snack	Su	pper
Site Name and Location	# of	Delivery		Delivery	# of	Delivery	# of	Delivery	# of	Delivery
Contact & Phone Number	Meals	Time								

Equal Opportunity

(The following clause is applicable unless this contract is exempt under the rules, regulations, and relevant orders of the Secretary of labor [41 CFR ch.60.].)

During the performance of this contract, the contractor agrees as follows:

- (a) The contractor will not discriminate against any employee or applicant for employment because of race, color, sex, age, disability, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, sex, age, disability or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Contracting Officer setting forth the provisions of this Equal Opportunity clause.
- (b) The contractor will, in all solicitation or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, sex, age, disability or national origin.
- (c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency Contracting Officer, advising the labor union or workers' representative of the contractor's commitments under this Equal Opportunity clause, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (d) The contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (e) The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the contractor's noncompliance with the Equal Opportunity clause of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended. in whole or in part, and the contractor may be declared ineligible for further Government contracts in accordance with Procedures authorized in Executive Order 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, as amended by Executive order 11375 of October 13, 1967, or by rule, regulations, or order of the Secretary of Labor, or as otherwise provided by Law.

(g) The contractor will include the provisions of Paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

VENDOR AGREEMENT TO PROVIDE MEALS INSTRUCTIONS FOR USE

The attached <u>Standard Agreement to Provide Meals</u> is to be used when a Summer Food Service Program (SFSP) sponsoring agency enters into an agreement with a food service vendor for the preparation, delivery and/or pick up of unitized meals with or without milk or juice which will be claimed for reimbursement under the SFSP. For this purpose, a "vendor" is defined as (1) a school food authority, which includes public or private schools, or colleges and universities, or (2) another SFSP sponsor.

This agreement may also be used by sponsors which are public entities, sponsors with exclusive year-round contracts* with a food service vendor for meal service(s) other than SFSP, and sponsors whose food service vending costs do not exceed an annual aggregate value of \$50,000. If the annual aggregate value of the food service contract is \$50,000** or more, formal bid contracting procedures as outlined in 7 CFR Part 225.6 are required. An agreement with a school food authority does not require the bid process.

This agreement must be signed by both the sponsor and the vendor. This agreement contains the requirements outlined in the federal regulations. No deletions of clauses or items will be allowed without the approval of the State agency (SA). Additional clauses may be added to bring the agreement into conformance with applicable State or local laws governing your agency. Also, additional clauses may be added by either the sponsor or the vendor, if approved by the SA.

National School Lunch Program/School Breakfast Program vendors may use the same menu planning option that they use during the school year in lieu of the SFSP meal pattern. However, snacks must meet the SFSP meal pattern. School vendors may use a combination of options. The use of a menu planning option, other than the SFSP meal pattern, must be fully explained to the sponsor, the sponsor must be agreeable to this, and it must be noted in the contract.

If you are a public sponsor, you are allowed to use your customary form of contract or agreement, if that form incorporates all the provisions set forth in 7 CFR 225.6(h) of the federal regulations. A request to use your customary form of contract or agreement must be submitted in writing to the SA prior to the signing of a contact/agreement.

This agreement is valid from the date of signature until the end of the federal fiscal year, September 30. A new agreement must be entered into annually. <u>A copy</u> of each annual agreement must be submitted to the SA for review <u>prior</u> to beginning SFSP operations. The completed agreement and all amendments must be retained by both the SFSP sponsor and the vendor.

If you have any questions regarding the use of this agreement or need clarification of the regulatory requirements for contracting, please call Child Nutrition Consultant, 702-486-6472.

*If the exclusive contract is with a commercial food service vendor, documentation must be on file that the contracting procedure met the requirements for fair and open competition.

**The threshold is \$50,000 for nonprofit agencies with the option to use their own threshold if it is less than \$50,000. Public agencies must use the lower of the State, local, or Federal (\$100,000) threshold.

each meal.

SUMMER FOOD SERVICE PROGRAM
7 CFR PART 225 (1/06)

AGREEMENT TO PROVIDE MEALS BETWEEN A SUMMER FOOD SERVICE PROGRAM SPONSOR AND A FOOD SERVICE VENDOR

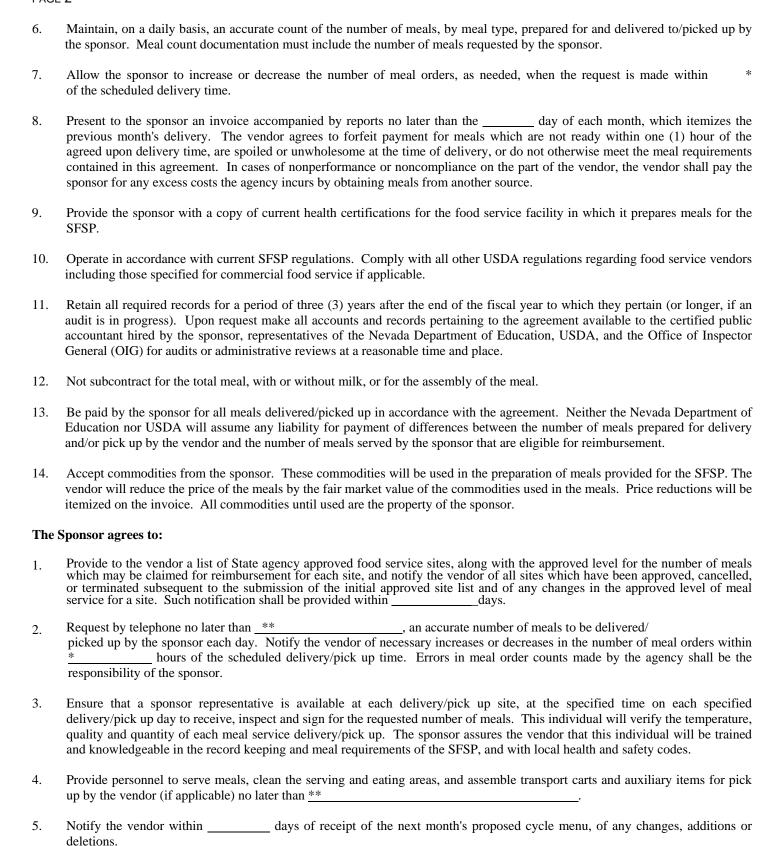
This	agreement is en	tered into on						by and	d between	
				(Day)	(1	Month)	(Year))		
						,	herein after referred	l to as the sp	onsor, and	
		(Nam	ne of Agency							
						,	herein after referred	to as the ve	ndor.	
		(Name of Fo	ood Service Vend	lor)		_ ′				
Whe	ereas,	it is not with (SFSP); and	in the capability	of the spor	nsor to prepa	re spec	ified meals under th	e Summer F	ood Service Progr	am
Who	ereas,	the facilities facility(ies);		of the ven	dor are adeq	uate to	prepare and delive	r specified m	neals to the sponso	or's
Whe	ereas,	the vendor is	s willing to provi	de such ser	vices to the s	ponsor	on a cost reimburse	ment basis;		
The	refore,	both parties	hereto agree as f	ollows:						
The	Vendor agrees	to:								
1.			lelivery/pick up* e cost(s) per mea			** of n	nilk or juice each da	ıy, in accorda	ance with the number	ber
		(Name of Si	te)	at		(Add	ress)	Ву	(Time)	
	Breakfast	\$	8	each	Lunch	\$_		each		
	Supplement/sn	ack \$	S	each	Supper	\$_		each		
2. Provide the sponsor, for approval, a proposed cycle menu for the operational period, at least days prior to the beginning of the period to which the menu applies. Any changes to the menu made after agency approval must be agreed upon by the sponsor, approved by the Nevada Department of Education and documented on the menu records.										
3.	content as spe 225.16 or an a	cified by the pproved Nati planning op	SFSP Meal Pa ional School Lui	ttern, Schen	dule B (attac)/School Brea	ched) v akfast I	eets the minimum r which is excerpted in Program (SBP) option is using the SFSP me	from the reg on. NSLP/S	gulations 7 CFR P BBP vendors may t	Part use
4.	Maintain full a	nd accurate r	ecords which do	cument: (1)	the menus p	rovideo	d to the sponsor duri	ing the term	of this agreement,	(2)

5. Maintain such cost records as invoices, receipts and/or other documentation that exhibit the purchase or otherwise availability to the vendor, of the meal components and quantities itemized in the meal preparation records.

a listing of all components of each meal, and (3) an itemization of the quantities of each component used to prepare said meal. The vendor agrees to provide meal preparation documentation by using yield factors for each food item as listed in the United States Department of Agriculture (USDA) Food Buying Guide when calculating and recording the quantity of food prepared for

- * Circle either pick up, or delivery; or circle both pick up and delivery if this agreement is for a combination for more than one site
- ** Circle whether the vendor is to "include" or "Include" milk and juice with the meal

7 CFR PART 225 PAGE 2



7 CFR PART 225 PAGE 3

*	Negotiable time frame, but should be no longer than 24 hor Time of day or day of week	urs							
6.	Provide the vendor with a copy of 7 CFR Part 225.16; the SFSP Meal Pattern, Schedule B; the USDA Food Buying Guide; and all other technical assistance materials pertaining to the food service requirements of the SFSP. The sponsor will, within 24 hours of receipt from the State agency, advise the vendor of any changes in the food service requirements.								
7.	Pay the vendor by the day of each month the full amount as presented on the monthly-itemized invoice. Notify the vendor within 48 hours of receipt of any discrepancy in the invoice. Pay the vendor for all meals delivered/picked up in accordance with the agreement. Neither the Nevada Department of Education nor USDA will assume any liability for payment of the difference between the number of meals prepared, picked up by the sponsor or delivered by the vendor and the number of meals served by the sponsor that are eligible for reimbursement.								
8.	Order only those commodities that can be incorporated into its meals. The sponsor shall be responsible for transferring all unused commodities at the close of the SFSP. The sponsor is responsible for the fair market value of any commodity losses that may occur.								
Tern	ns of the Agreement:								
This	agreement will take effect commencing	and shall end							
to th fund resp	e date of termination. The sponsor shall have the opti-	tification given by either party with at least 30 days notice prior on to cancel this contract if the federal government withdraws in the event of cancellation of the contract, the sponsor shall be ered/picked up in accordance with this agreement.							
WICH	u planning option(s) being used.	(Please fill in)							
In w	itness whereof, the parties hereto have executed this agree	ement as of the dates indicated below:							
	VENDOR OFFICIAL SIGNATURE	SPONSOR OFFICIAL SIGNATURE							
VE	NDOR OFFICIAL NAME (PLEASE TYPE)	SPONSOR OFFICIAL NAME (PLEASE TYPE)							
	(TITLE)	(TITLE)							
	TELEPHONE	TELEPHONE							
	DATE	DATE							

Sample Renewal Meal Contract (See renewal instructions page 11.)

Name of Institution:	Authorization No.:							
Name of Vendor:								
☐ First Year Renewal ☐ Second	d Year Renewal							
The $\underline{\mathit{Institution}}$ must indicate the anticipated period	to be covered by Renewal Meal Contract:							
, 20 through S	September 30, 20							
determined by the Nevada Department of Education	Re-negotiation of price changes pertaining to the unit price shall not exceed the Consumer Price Index as determined by the Nevada Department of Education (NDE). No price increase may be implemented under this provision without prior written approval of the Institution.							
	rdance with all applicable State and Federal regulations. The the original contract shall be considered a part of this renewal							
This mutual agreement is solely between the Institution way liable in this renewal contract. The NDE acts only	n and Vendor. The Nevada Department of Education is in no in an advisory capacity.							
Institution:	Vendor:							
Original Signature of Authorized Institution Representative	Original Signature of Authorized Vendor Representative							
Printed Name of Authorized Institution Representative	Printed Name of Authorized Vendor Representative							
Title	Title							

Date

Date

Grains/Breads Requirement for CACFP/SFSP

Refer to *A Guide to Crediting Foods* regarding criteria for determining acceptable Grains/Breads and minimum serving sizes.

Exhibit A - Grains/Breads for the Food Based Alternatives on the Child Nutrition Programs¹

Group A	Minimum Serving size for Group A
Bread Type Coating	1 serving = 20 gm or 0.7 oz.
Bread Sticks (hard)	$\frac{3}{4}$ serving = 15 gm or 0.5 oz.
Chow Mein Noodles	$\frac{1}{2}$ serving = 10 gm or 0.4 oz.
Crackers (saltines and snack crackers)	$\frac{1}{4}$ serving = 5 gm or 0.2 oz.
Croutons	
Pretzels (hard)	
Stuffing (dry) note: weights apply to bread in	
stuffing	
Group B	Minimum Serving Size for Group B
Bagels	1 serving = 25 gm or 0.9 oz.
Batter Type Coating	$\frac{3}{4}$ serving = 19 gm or 0.7 oz.
Biscuits	$\frac{1}{2}$ serving = 13 gm or 0.5 oz.
Breads (white, wheat, whole wheat, French, Italian)	$\frac{1}{4}$ serving = 6 gm or 0.2 oz.
Buns (hamburger and hot dog)	
Crackers (graham crackers – all shapes, animal	
crackers)	
Egg Roll Skins, Won Ton Wrappers	
English Muffins	
Pita Bread (white, wheat, whole wheat)	
Pizza Crust	
Pretzels (soft)	
Rolls (white, wheat, whole wheat, potato)	
Tortillas (wheat or corn)	
Tortilla chips (enriched or whole grain)	
Taco shells	
Group C	Minimum Serving Sizes for Group C
Cookies ² (plain)	1 serving = 31 gm or 1.1 oz.
Cornbread	$\frac{3}{4}$ serving = 23 gm or 0.8 oz.
Corn Muffins	$\frac{1}{2}$ serving = 16 gm or 0.6 oz.
Croissants	$\frac{1}{4}$ serving = 8 gm or 0.3 oz.
Pancakes	
Pie Crust (dessert pies ² , fruit turnovers ³ ,	
and meat meat/alternate pies)	
Waffles	

- 1. Some of the following foods or their accompaniments may contain more sugar, salt and/or fat than others. This should be a consideration when deciding how often to serve them.
- 2. Allowed only for supplements (snacks) served under the CACFP/SFSP.
- 3. Allowed only for supplements (snacks) served under the CACFP/SFSP and for breakfasts served under the CACFP/SFSP.
- 4. Refer to program regulations for the appropriate serving size for snacks and meals served to children ages 1 through 5 in the CACFP/SFSP. Breakfast cereals are traditionally served as a breakfast item but may be served in meals other than breakfast.

Exhibit A continued

Group D	Minimum Serving size for Group D
Doughnuts ³ (cake and yeast raised, unfrosted)	1 serving = 50 gm or 1.8 oz.
Granola Bars ³ (plain)	$\frac{3}{4}$ serving = 38 gm or 1.3 oz.
Muffins/Quick Breads (all except corn)	$\frac{1}{2}$ serving = 25 gm or .9 oz.
Sweet Roll ³ (unfrosted)	$\frac{1}{4}$ serving = 13 gm or 0.5 oz.
Toaster Pastry ³ (unfrosted)	
Group E	Minimum Serving Size for Group E
Cookies ² (with nuts, raisins, chocolate pieces,	1 serving = 75 gm or 2.7 oz.
and/or fruit purees)	$\frac{3}{4}$ serving = 56 gm or 2.0 oz.
Doughnuts ³ (cake and yeast raised, frosted, or	$\frac{1}{2}$ serving = 38 gm or 1.3 oz.
glazed)	$\frac{1}{4}$ serving = 19 gm or 0.7 oz.
French Toast	
Grain Fruit Bars ³	
Granola Bars ³ (with nuts, raisins, chocolate pieces,	
and/or fruit)	
Sweet Rolls ³ (frosted)	
Toaster Pastry (frosted)	
Group F	Minimum Serving Size for Group F
Cake ² (plain, unfrosted)	1 serving = 75 gm or 2.7 oz.
Coffee Cake ³	$\frac{3}{4}$ serving = 56 gm or 2.0 oz.
	$\frac{1}{2}$ serving = 38 gm or 1.3 oz.
	$\frac{1}{4}$ serving = 19 gm or 0.7 oz.
Group G	Minimum Serving Size for Group G
Brownies ² (plain)	1 serving = 115 gm or 4 oz.
Cake ² (all varieties, frosted)	$\frac{3}{4}$ serving = 86 gm or 3 oz.
	$\frac{1}{2}$ serving = 58 gm or 2 oz.
	$\frac{1}{4}$ serving = 29 gm or 1 oz.
Group H	Minimum Serving Size for Group H
Barley	1 serving = ½ cup cooked (or 25 gm dry)
Breakfast Cereals ⁴ (cooked)	
Bulgur or Cracked Wheat	
Macaroni (all shapes)	
Noodles (all varieties)	
Pasta (all shapes)	
Ravioli (noodle only)	
Rice (enriched white or brown)	
Group I	Minimum Serving Size for Group I
Ready to eat breakfast cereal ⁴ (cold, dry)	1 serving = $\frac{3}{4}$ cup or 1 oz., whichever is less

- 1. Some of the following foods or their accompaniments may contain more sugar, sale and/or fat than others. This should be a consideration when deciding how often to serve them.
- 2. Allowed only for supplements (snacks) served under the CACFP/SFSP.
- 3. Allowed only for supplements (snacks) served under the CACFP/SFSP and for breakfasts served under the CACFP/SFSP.
- 4. Refer to program regulations for the appropriate serving size for snacks and meals served to children ages 1 through 5 in the CACFP/SFSP. Breakfast cereals are traditionally served as a breakfast item but may be served in meals other than breakfast.

CACFP/SFSP Menu Ideas for "Boxed Lunches"

Below is a list of cold food items organized by meal pattern components and sample menus for five days. Mix and match food items to create appetizing "boxed" lunch menus that meet CACFP/SFSP meal pattern requirements. This list is not inclusive and additional food items can be added for variety and taste preferences of children being served.

For vendors with a commercial kitchen, standardized child care recipes are available from the USDA website: http://www.nfsmi.org/Information/cc recipe index alpha.htm

Milk:

Fluid milk must be served at lunch. Lowfat or fat free milk is recommended for healthy children age 2 and older. To encourage adequate calcium intake, lowfat flavored milk can be served.

Meat/Meat Alternate:

Cheese cubed or sliced

String cheese

Hummus (chickpea dip)

Cold cuts (turkey, ham, chicken)

Tuna salad Chicken salad Peanut Butter

Hard-boiled egg or chopped egg

Egg salad Deviled eggs Yogurt

Cottage Cheese

Grains/Breads:

Bread (white or whole wheat)

Pita Bagel

English muffin

Rolls Tortilla Pretzels Tortilla chips Bread sticks Pasta salad

Assorted crackers

Vegetable/Fruit/Juice:

Must select at least 2 items

Carrots
Celery
Tomatoes
Lettuce
Cucumber

Melon cubed or sliced (cantaloupe, honeydew,

watermelon)
Orange wedges
Apple wedges
Bananas
Pineapple cubes

Peaches Pears Mixed fruit Salsa

Broccoli florets
Zucchini sticks
Connect and Deigin

Carrot and Raisin salad

Coleslaw Potato salad Bean salad

Sample Menus:

Monday:

Cheese rolled in soft tortilla Shredded lettuce and tomato

Salsa

Apple wedges

Milk

Tuesday:

Peanut butter and jelly sandwich (1 Tbsp. Peanut butter, 1 tsp. jelly, 1 slice bread)

Yogurt (1/2 cup along with peanut butter will meet 3-5 age group) Carrot sticks (or carrot and raisin

salad) Banana Milk

Wednesday:

Pita pocket stuffed with tuna or egg

salad

Broccoli florets with lowfat ranch dip

Orange wedges

Milk

Thursday:

Ham and cheese sandwich on whole

wheat bread

Carrot and raisin salad

Apple wedges

Milk

Friday:

Cottage Cheese Sliced peaches

Carrot, celery and cucumber sticks

Pretzels Milk